

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING OF MONDAY, NOVEMBER 4, 2013**

Mayor Cope called the regular meeting of the Bass River Township Board of Commissioners to order at 7:00 p.m. Present at meeting were: Mayor Deborah Buzby-Cope, Deputy Mayor Nicholas Capriglione and Commissioner Louis Bourguignon. Also present Township Clerk Amanda Somes and Solicitor Joanne O'Connor. Members of the public were present at this meeting.

FLAG SALUTE

Mayor Cope led the flag salute and read the sunshine statement.

APPROVAL OF MINUTES:

Minutes of the Regular Meeting of October 7, 2013 were presented to the Board for Approval. The motion to approve the minutes was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All in favor and minutes were hereby approved as submitted.

PAYMENT OF BILLS:

The motion was made by Mayor Cope to approve payment of the bills in the amount of \$534,815.77. The motion was seconded by Commissioner Bourguignon to approve bills for payment. Votes: Cope –Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and bills were ordered paid.

K & S GOURMET, LLC	FOOD PINELANDS CONFERENCE	\$	160.00
PUBLIC EMPLOYEES RETIREMENT	3RD QTR. 2012 SHORTAGE	\$	29.55
ACUA	WATER TESTING	\$	519.00
AMANDA SOMES	MILEAGE SEMINARS	\$	71.20
ATLANTIC CITY ELECTRIC	ELECTRICITY SEPT. 2013	\$	2,202.73
AT&T	COURT / MUNICIPAL ALL IN ONE	\$	273.65
AT&T	SEPT. 2013 ISDN LINE	\$	51.66
BASS RIVER BD. OF ED.	LOCAL SCHOOL TAX 10/8/13	\$	105,312.75
BAYSHORE DISCOVERY PROJECT	BRES EDUCATION SAIL	\$	725.00
BEACONS	ORDINANCES	\$	70.28
BURL CO MUN CLERKS ASSN	MUNI CLERK MEETING 10/17/13	\$	30.00
BURL CO TREAS, LANDFILL	SEPT. 2013 TIPPING FEES	\$	3,121.75
CAM CO.	PARTS FOR BACK HOE	\$	113.46
CAROL BITZBERGER	REIMBURSEMENT PLANTERS ETC	\$	328.97
CASA PAYROLL SERVICES	SEPT. 2013 PAYROLL	\$	227.50
CHRISTOPHER NORMAN, ESQ.	LEGAL FOR PLANNING BD.	\$	319.00
COMCAST	SERVICE 9/19/13 - 10/18/13	\$	104.95
DAVID GARRISON	REFUND APPLICATION FEE	\$	100.00

DEER PARK DIRECT	SERVICE 8/15/13 - 9/14/13	\$	17.25
GREAT BAY REGIONAL EMS	2013 AID	\$	3,000.00
HANDS PATIO & GARDEN CENTER	FALL DECORATIONS	\$	398.48
INTERSTATE MOBILE CARE	14 RESP FIT TESTS	\$	434.00
JEREMY S. PRICE	PUBLIC DEFENDER 9/30/13	\$	500.00
JERRY'S DIESEL & TRUCK REPAIR	FORD F550 REPAIRS	\$	1,599.26
JOHN HARVEY, JR.	REFUND APPLICATION FEE	\$	100.00
KLUK CONSULTANTS	ENGINEERING SEPT. 2013	\$	1,536.99
MGL PRINTING SOLUTIONS	ENVELOPES	\$	124.00
MOTOROLA C/O WIRELESS ELECTRONICS	2 MINITOR V PAGERS	\$	1,056.00
NJ LEAGUE OF MUNICIPALITIES	CONFERENCE REGISTRATIONS	\$	275.00
OFFICE BASICS, INC	COFFEE MAKER, OFFICE SUPPLIES	\$	351.88
PEGGY BECK	MILEAGE BANK TRIPS	\$	73.44
POSITIVE PROMOTIONS	BRES RED RIBBON WEEK	\$	163.95
Q C LABS	WATER TESTING FIRE HOUSE	\$	69.50
SOUTH JERSEY WATER TEST	WATER TESTS	\$	1,155.00
TRANSFORMATION ENTERPRISES	AUGUST ROLL-OFF SERVICES	\$	5,480.00
TREASURER, STATE OF NJ	MARRIAGE LICENSE FEES	\$	75.00
TRISH HOME CENTER	LEACH FIELD SUPPLIES	\$	72.86
UNIVERSAL COMPUTING SERVICES	JOURNAL PAPER	\$	161.68
VERIZON	COURT & MUNICIPAL PHONES	\$	962.76
VERIZON WIRELESS	WIRELESS PW PHONE	\$	7.98
WEX BANK	FUEL CHARGES 8/2013	\$	1,037.08
BASS RIVER PAYROLL ACCOUNT	PAYROLL 9/19/13	\$	13,298.61
BASS RIVER PAYROLL ACCOUNT	PAYROLL 10/3/13	\$	13,568.79
	TOTAL	\$	159,280.96

CORRESPONDENCE:

List of correspondence provided to the Board and copies available for the public.

List of Correspondence:

a. Letter to Mayor Cope from Freeholder Joseph Donnelly

RE: Awarding Bass River Township \$141,000 in park grant for North Maple Avenue Phase 2. Total of \$354,897.00 received by Bass River Township for improvements to recreational facilities since inception of County Award Program.

- a. News Paper article from the Burlington County Times

RE: Burlington county to received \$1.6M in Sandy Assistance. Program is being administered through the Burlington County Board of Social Services.

ORDINANCES & RESOLUTIONS:

RESOLUTION 2013-80

A RESOLUTION AUTHORIZING THE NEW GRETNA FIRE DEPARTMENT TO SUBMIT REQUESTS FOR REIMBURSEMENT FOR COSTS ASSOCIATED WITH PROVIDING FIRE AND EMERGENCY SERVICES

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2013-80. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolutions 2013-80 was hereby approved.

BASS RIVER TOWNSHIP RESOLUTION 2013- 80

A RESOLUTION AUTHORIZING THE NEW GRETNA FIRE DEPARTMENT TO SUBMIT REQUESTS FOR REIMBURSEMENT FOR COSTS ASSOCIATED WITH PROVIDING FIRE AND EMERGENCY SERVICES

WHEREAS, the New Gretna Volunteer Fire Company (hereinafter the “Fire Company”) is an independent volunteer fire company that provides fire suppression, emergency and rescue services in and around the Township of Bass River; and

WHEREAS, the cost of purchasing, repairing and maintaining equipment and supplies used by the Fire Company in providing fire and rescue services has increased significantly in recent years; and

WHEREAS, the Fire Company has additional responsibilities and expenses because of the close proximity of the Garden State Parkway and NJ State Highway Route 9 and the Fire Company’s need to respond to emergencies on these State highways; and

WHEREAS, the Township Board of Commissioners acknowledges the Fire Company’s interest in securing additional funding sources so that it can continue to provide fire and emergency services for the benefit of the residents of the Township and persons traveling within the Township; and

WHEREAS, the Township Board of Commissioners wishes to demonstrate its support for the Fire Company by recognizing the Fire Company’s authority to establish a revenue recovery plan through which those who benefit from the services provided by the Fire Company are asked to pay a fair and reasonable share of the cost of loss and wear and tear to apparatus, tools, equipment and materials used in fighting fires and/or providing emergency services so that a safe and appropriate level of service can be maintained and made available to the Township; and

WHEREAS, the Fire Company has informed the Board of Commissioners that the amounts to be charged for materials and the costs associated with vehicle and equipment use will be that which is usual, customary and reasonable in accordance with standard practice and industry standards; and

WHEREAS, the Fire Company has further informed the Board of Commissioners that its request for payment will be sent directly to the insurance company of the person or entity receiving services, or, if the insurance

company is not known, to the person or entity receiving services with instructions to forward the request to the insurance provider; and

***WHEREAS**, the Township believes that a Resolution establishing a revenue recovery plan for the costs and expenses of certain fire services would be in the best interest of the Township;*

***NOW THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Bass River that the New Gretna Volunteer Fire Company may establish a program, either directly or through a recovery cost agency with which it has contracted for billing and/or collection services, to solicit payments for the actual costs of materials used, including equipment when providing fire and/or rescue services.*

RESOLUTION 2013-81

A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS RIVER TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF WOODLAND

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to table Resolution 2013-81. Votes: Cope—Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2013-81 was hereby tabled.

BASS RIVER TOWNSHIP RESOLUTION 2013-81

A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS RIVER TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF WOODLAND

***WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. authorizes local units of this State to enter into agreements with any other local unit or units to provide, receive and/or share in any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and*

***WHEREAS**, the Bass River Township Board of Commissioners recognizes the need to provide the residents of the Township with appropriate cost savings measures and the need to take advantage of opportunities to provide cost savings in the administration of local government services for the benefit of all residents; and*

***WHEREAS**, the Township of Woodland has requested that the Township of Bass River allow Woodland to utilize the Bass River Township Municipal Court offices; and*

***WHEREAS**, Bass River Township and the Township of Woodland have negotiated the terms and conditions of an agreement for the provision of such services to Woodland Township by Bass River Township as detailed in the attached Shared Services Agreement; and*

***WHEREAS**, the Township of Bass River evidences its desire to enter into such Agreement through passage of this resolution; and*

***WHEREAS**, the parties have agreed to participate in the Shared Services Agreement between the Municipalities and enter into the agreement establishing the respective rights and obligations of the parties regarding this Shared Services Agreement;*

NOW, THEREFORE, BE IT RESOLVED by the Township of Bass River Board of Commissioners that:

1. *The attached Shared Services Agreement between the Township of Bass River and the Township of Woodland shall be effective according to its terms.*
2. *The Mayor and Clerk of Bass River Township are hereby authorized to sign, seal, execute and witness/attest the Agreement.*
3. *The Mayor and Township Clerk are authorized to take any action necessary to implement the terms of the Shared Services Agreement.*

RESOLUTION 2013-82
Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Extension January 1, 2014 to June 30, 2014
Resolution 2013-82

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2013-82. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2013-82 was hereby approved.

*Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Extension January 1, 2014 to June 30, 2014
Resolution 2013-82*

WHEREAS, *the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.*

WHEREAS, *The Township Council of the Township of Bass River, County of Burlington, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,*

WHEREAS, *Township was approved for a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and*

WHEREAS, *the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal year rather than calendar year cycle; and*

WHEREAS, *funding has been made available to Bass River Township Municipal Alliance in the amount of 50% of its approved 2013 grant total for the six-month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash Match and 75% In-Kind Match grant requirement for the extension funding.*

NOW, THEREFORE, BE IT RESOLVED *that the Township Council does hereby authorize the submission of the grant extension for the Bass River Township Municipal Alliance grant in the amount of:*

<i>DEDR</i>	<i>\$4,525.00</i>
<i>Cash Match</i>	<i>\$1,131.25</i>
<i>In-Kind</i>	<i>\$3,393.75</i>

The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

RESOLUTION 2013-83

**A RESOLUTION AUTHORIZING THE TURNOVER OF UNCSHED FUNDS
FOR THE MUNICIPAL COURT**

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2013-83. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2013-83 was hereby approved.

Bass River Township Municipal Court Bail Account #4751622513

Check #	Amount		Date
740	\$1.00	Raphael L. Ramos	10/19/2012
845	\$1.00	Kiana Q. Gibson	03/28/2013

RESOLUTION 2013-84

**A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS
RIVER**

**TO EXECUTE
AN AGREEMENT WITH BURLINGTON COUNTY FOR
COOPERATIVE
PARTICIPATION IN THE COMMUNITY DEVELOPMENT ACT
OF 1974**

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2013-84. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2013-84 was hereby approved.

BASS RIVER TOWNSHIP

RESOLUTION NO. 2013-84

***A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS
RIVER***

***TO EXECUTE
AN AGREEMENT WITH BURLINGTON COUNTY FOR
COOPERATIVE
PARTICIPATION IN THE COMMUNITY DEVELOPMENT ACT
OF 1974***

BE IT RESOLVED AND ENACTED, by the Board of Commissioners of the Township of Bass River, County of Burlington and State of New Jersey to authorize an Agreement with Burlington County for cooperative participation in the Community Development Act of 1974.

SECTION I. Certain federal funds are available to Burlington County under Title I of the Housing and Community Development Act of 1987. Public Law 93-383, as

amended; and

SECTION II. It is necessary to establish a legal basis for the County and its people to benefit from this Program; and

SECTION III. An Agreement has been proposed under which the Township of Bass River and the County of Burlington in cooperation with the other municipalities will establish an Interlocal Services Program pursuant to N.J.S.A. 40:8A-1 et seq., and

SECTION IV. It is in the best interest of the Township of Bass River that the Agreement entitled "Agreement between the County of Burlington and certain municipalities located therein for the establishment of a cooperative means of conducting certain community development activities", a copy of which is on file at the Municipal Clerk's Office.

SECTION V. The Township of Bass River shall enter into the Agreement with the County of Burlington mentioned with all supplements and agreements thereto. The Mayor and Clerk are hereby authorized and directed to execute the Agreement on behalf of the Township of Bass River and affix thereunto the Official Seal.

SECTION VI Township Engineer is hereby authorized to advertise for bids for said project "Jericho Road Improvements."

SECTION VII. All resolutions or parts of resolutions which are inconsistent herewith are hereby repealed in the extent of their inconsistency.

SECTION VIII. This Resolution shall take effect immediately after passage.

RESOLUTION 2013-85

BUDGET TRANSFER

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2013-85. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2013-85 was hereby approved.

RESOLUTION 2013-85

BUDGET TRANSFER RESOLUTION

WHEREAS, the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey is authorized to permit transfers within the 2013 budget and;

WHEREAS, it is the desire of the Board of Commissioners to make the following transfers;

NOW, THEREFORE, BE IT RESOLVED, that the CFO of the Township of Bass River is hereby directed to transfer the following:

<i>FROM: Admin & Exec O/E</i>	<i>\$2000</i>
<i>Financial Admin O/E</i>	<i>2000</i>
<i>Collection of Taxes O/E</i>	<i>2000</i>
<i>Engineering Services O/E</i>	<i>3000</i>
<i>Streets & Roads S & W</i>	<i>2000</i>
<i>TOTAL</i>	<i><u>\$11,000</u></i>

TO:	Legal O/E	\$10,000
	Unemployment Comp.	1000
	TOTAL	<u>\$11,000</u>

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the CFO for proper execution.

RESOLUTION 2013-86

TAX OFFICE RESOLUTION

The motion was made by Mayor Cope, seconded by Deputy Mayor Capriglione to approve Resolution 2013-86. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2013-86 was hereby approved.

RESOLUTION 2013-86

WHEREAS, The following Block and Lots have been incorporated into other Blocks and Lots assessed to Deborah Buzby-Cope and David Cope and;

WHEREAS, They are showing balances due for 2012 on Blocks and Lots that are non-existent;

NOW THEREFORE, BE IT RESOLVED that the Tax Collector of Bass River Township is authorized to cancel taxes in the following amounts for 2012 1st & 2nd quarters.

63/30 qfarm 1st-7.94 & 2nd-7.94
63/24 qfarm 1st-3.41 & 2nd 3.40
63/23 qfarm 1st-1.52 & 2nd 1.51
67/25 qfarm 1st- .76 & 2nd .75

RESOLUTION 2013-87

TAX OFFICE RESOLUTION

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2013-87. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2013-87 was hereby approved.

RESOLUTION 2013-87

WHEREAS, the amount of \$599.71 has been received by the Tax Collector for redemption of Tax Sale Certificate 12-00010 Block 31.B Lot 43 assessed to Anthony Lambariello;

WHEREAS \$599.71 is the correct amount to redeem;

NOW THEREFORE, BE IT RESOLVED, that the CFO of Bass River Township is authorized to cut a check in the amount of \$599.71, to Garden State Investment, 6601 Ventnor Ave, Suite 103, Ventnor, NJ 08224.

REPORTS:

The following reports were noted.

Report of Solicitor

Report of Municipal Court

Dog Report

Report of Waterfront Manager

Report of Safety Coordinator

Deputy Mayor Capriglione provided a school report answering various questions brought by a resident at the previous meeting.

PUBLIC COMMENT:

The meeting was open for public comment at 7:48 p.m. upon a motion by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All in favor.

Mr. R. Nickalow asked if Solicitor wrote a letter to the owners of the Rustic Inn 9Backwater Jack's). Yes, this letter was sent out over a month ago and is still awaiting a response. Liquor license and the renewal of the license was discussed which comes up annually in June. The license is inactive and approved by the Director of the ABC. Township could deny the license renewal and the applicant would then file an appeal with the Director of the ABC and would most likely be approved.

Mr. L. Assur requested an update on the installation of Natural Gas through the center of the town. Mayor said that communications are ongoing with the Gas Company.

Ms. C. Bitzberger requested information on Super Storm Sandy and the assistance from Burlington County. Mayor said she does know of all the persons that have been affected and keeps in touch with all.

Mr. B. Curtin asked about the resolution regarding Jericho Road and when the work is to be done. Mayor stated the project will now go out to bid with \$65,000 in CDBG Grant money to cover the cost. The project work will be done as far as can with the funding allowed. Mr. Curtin asked about the ongoing issue with ambulance service. Mayor updated and noted the funding for the ambulance to be purchased by the fire company was no longer available. Still working on the situation with Great Bay Regional with tone assignments and utilization of Quality Ambulance Company.

Mr. K. Groff asked about the quoted price for Truck 4211 for the Fire Company. Board is unsure what the original price was.

Mr. R. Steele asked about term limits for Board Members. Asked what the original thought on term limits was. Deputy Mayor Capriglione said that some individuals of the public voiced concerns that some of the members of the Planning Board have been on there for a very long time.

Being no further comments the motion to close the public portion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All in favor and public portion was closed at 8:11 p.m.

EXECUTIVE SESSION:

Upon a motion by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione the Board entered into executive session for the purpose of discussing a legal issue with regard to Buttonwood Campground. All in favor and meeting went into Executive session at 8:15 p.m.

*RESOLUTION AUTHORIZING EXECUTIVE SESSION
PURSUANT TO N.J.S.A. 10:4-12*

BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey, that pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., it is necessary to convene an executive session to discuss items authorized by N.J.S.A. 10:4-12 (b), specifically:

1. *Matters Relating to Litigation, Negotiation, and the Attorney-Client Privilege*
 - a. *Matters pertaining to Buttonwood Campground—Trailer & Fees*

BE IT FURTHER RESOLVED, it is anticipated that the deliberation conducted in closed session may be disclosed to the public upon the determination of the Governing Body that the public interest will no longer be served by such confidentiality and if not then legally privileged.

ACTION TAKEN UPON ENTERING BACK INTO REGULAR SESSION:

No Action Taken

Being no further business to come before the Board the motion to adjourn was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All in favor and meeting was adjourned at 8:37 p.m.

Respectfully Submitted
Amanda S. Somes, RMC
Township Clerk

Deborah Buzby-Cope, Mayor